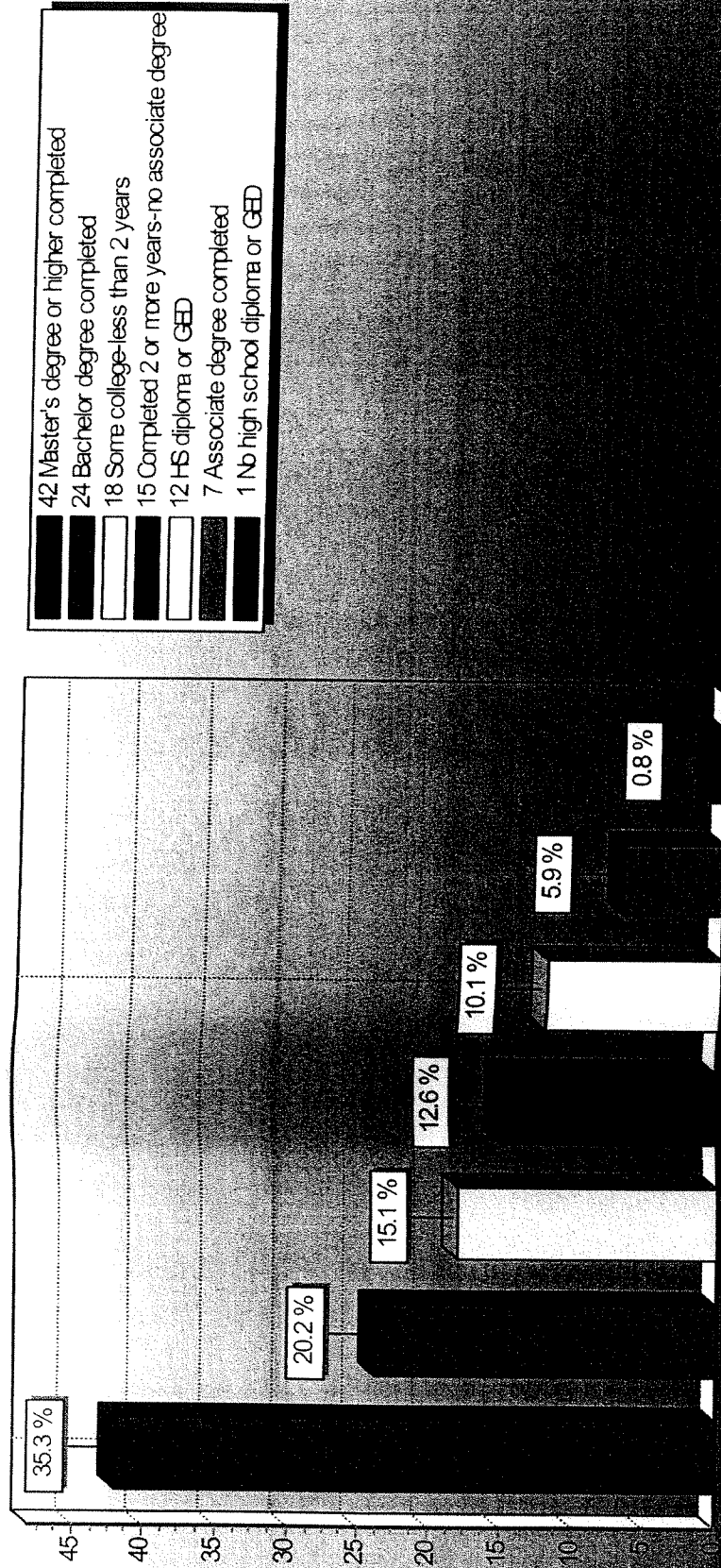


What is your present educational level?



E4.1.4. A Military Service considering an alternate delivery provider shall ascertain:

E4.1.4.1. If students will need special training or orientation and, if so, how students will receive such orientation.

All students should perform an initial screening process determined by each school. Students who need additional courses (remedial math, reading, study skills) will be directed to the Navy College Office for Tuition Assistance and for Remedial coursework as needed.

E4.1.4.2. What electronic equipment and technical support are necessary at local sites.

Electronic equipment that will be available will be:

- a. Overhead projector;*
- b. LCD and computer;*
- c. Smart Boards;*
- d. Computer Software Packages consisting of Microsoft programs;*
- e. Technical Support will be limited to the NMIMC helpdesk at 319-1200. No other Technical Support will be available.*

E4.1.4.3. If it will be necessary to have on-site facilitators.

Each college campus will provide a representative to coordinate programs and provide monthly statistical reports to the Navy College Office. This representative should be available via email and other ways for correspondence. The Navy College Office will provide a representative for briefings and updates of current Tuition Assistance, and educational information.

Additionally, a BUMED representative will be designated to ensure room availability and resource obtainment.

E4.1.5. In evaluating proposals from potential providers, preference shall be given to those that meet the following criteria:

E4.1.5.1. Programs satisfy objectives defined by the most recent needs assessment.

E4.1.5.2. Programs, courses, and completion requirements are the same as those on the provider's home campus.

E4.1.5.3. The institution granting undergraduate academic credit is a member of Servicemembers Opportunity Colleges (SOC) and adheres to SOC principles regarding the transferability of credit and the awarding of credit for military training and experience.

E4.1.5.4. Tuition costs and related policies are consistent with those of other providers.

Each college should provide a "simple" to understand pamphlet or outline of their tuition costs/policies. Institutions will work closely

with the NCO to ensure Navy tuition assistance is processed efficiently and that grades and accounting information are sent to the appropriate Navy location.

E4.1.5.5. The provider is prepared to offer academic counseling and flexibility in accommodating special military schedules.

E4.1.6. In evaluating proposals from potential alternative delivery providers, preference shall be given to those that meet the following additional criteria:

E4.1.6.1. Documentation shows that courses offered using the alternative delivery mode have been used successfully for at least 2 years.

E4.1.6.2. The program and delivery method address the needs of the population to be served.

See enclosures (9-10)

E4.1.6.3. Support systems exist to back up the delivery method.

Colleges should provide "approved" or "proven" Web related systems for distance learning students. (Example, WebCT etc...)

E4.1.7. In establishing on-base programs, appropriate government officials shall seek favorable tuition rates, student services and instructional support from providers.

**E5. ENCLOSURE 5
MINIMUM CRITERIA FOR SELECTING INSTITUTIONS TO DELIVER HIGHER EDUCATION
PROGRAMS AND SERVICES ON MILITARY INSTALLATIONS**

E5.1.1. To be selected, institutions must:

E5.1.1.1. Be chartered or licensed by a State government or the Federal Government, and have State approval for the use of veterans' educational benefits for the courses to be offered.

E5.1.1.2. Be accredited by an agency recognized by the Department of Education.

E5.1.1.3. Conduct programs only from among those offered or authorized by the main (home) campus in accordance with standard procedures for authorization of degree programs by the institution.

E5.1.1.4. Ensure main campus approval in faculty selection, assignment, and orientation; and participation in monitoring and evaluation of programs. Adjunct or part-time faculty shall possess the same or equivalent qualifications as full-time, permanent faculty members.

E5.1.1.5 Conduct on-installation courses that carry

identical credit values, represent the same content and experience, and use the same student evaluation procedures as courses on the main campus.

E5.1.1.6. Maintain the same admission and graduation standards as exist for the same programs on the main campus, and include credits from courses taken off-campus in establishing academic residency to meet degree requirements.

E5.1.1.7. Provide library and other reference and research resources, in either print or computer format, that are appropriate and necessary to support course offerings.

E5.1.1.8. Establish procedures to maintain regular communication between main campus-based faculty and administrators and off-campus representatives and faculty.
(Any institution's proposal must specify these procedures.)

E5.1.1.9. Provide students with regular and accessible counseling services.

E5.1.1.10. Charge tuition and fees that are not more than those charged to nonmilitary students. High enrollment courses must be used to underwrite the expense of offering small, elective, and laboratory courses germane to the degree program.

E5.1.1.11. Have established policies for awarding credit for military training by examinations, experiential learning, and courses completed using modes of delivery other than instructor-delivered, on-site classroom instruction.